

**Iredell County Parks & Recreation Department
Recreation Advisory Board Meeting
January 7, 2021 - 7:00 PM
via Webex**

MINUTES

MEMBERS PRESENT: Barb Thorson, Chris Campbell, Bobby Deal, Deb Tatu, Ronda Hoke, Scotty Bell, Seth Hathcock

STAFF PRESENT: Michelle Hepler, Stacy McGlamery

Michelle Hepler and Chris Campbell welcomed everyone. Chris called the meeting to order and asked Barb Thorson to lead the prayer.

NEW MEMBERS

New member, Bobby Deal, was welcomed. He is the new Iredell Statesville Schools representative.

Bobby introduced himself to the group. He has lived in Iredell County most of his life. He taught at South Iredell High School and coached many of the athletic teams while there. He retired from the school system but has come back as the Facility Use Coordinator with ISS.

Each member introduced themselves.

On Tuesday at the Board of Commissioner's meeting, Carlos Nevado's application the Recreation Advisory Board was approved. Carlos works for the Boys and Girls Club of Statesville. He was not able to join us tonight on short notice.

No requests to speak.

No adjustments to the agenda.

APPROVAL OF MINUTES FROM NOVEMBER 2020

There were no questions on November minutes.

Barb Thorson made a motion to approve the minutes from the January 2, 2020 meeting. Seth Hathcock seconded the motion and the motion passed unanimously.

STAFF REPORTS



January 7, 2021

STAFF				
Athletics	Programming	Recreation Center	Parks Grounds	Admin
Daniel Taylor	Jen Winters	James Huffman	Scotty Harris	Michelle Hepler
Marty Haneline	Katie Barr	Ronda Benfield	Micah Deane	Stacy McGlamery
	Kim Goodin	Nancy Grabow	Nelson Fox	
	Haley Joyner		Jordan Lail	

HIGHLIGHTS

Administration:

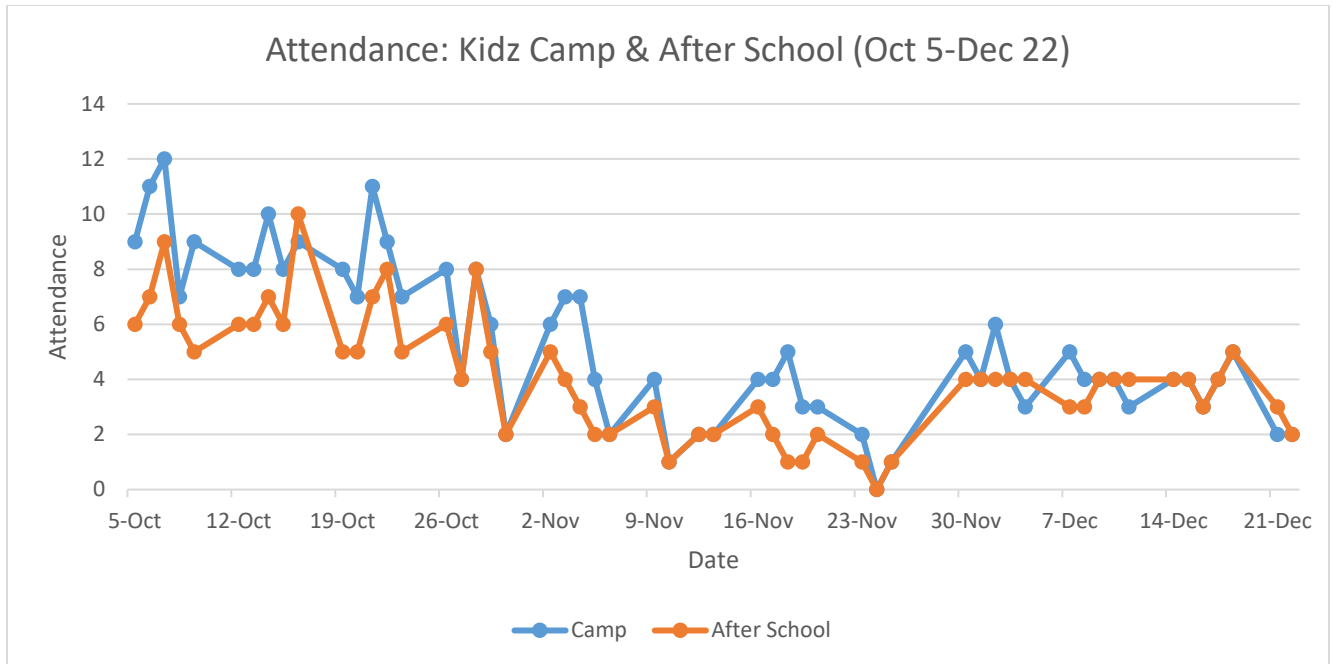
- Submitted position request for Parks Grounds Manager to HR for FY22
- Finalized updates with HR and Finance regarding staff furloughs and reassignments due to COVID
- Budget transfer request approved to order replacement trailer due to axle breaking (2001)
- Coordinated Telework Remote Access Agreement for employee due to COVID requirements
- Rescheduled DiSC profile workshops, due to reassignments and scheduling changes; new schedule is January 6, 13, 22.
- Hosted marketing presentation with Spokeology – 90-day plan for marketing strategies, website updates, and other digital publications.
- Budget transfer request approved to cover repairs needed on tractor tires
- Coordinated budget requests meetings for FY22 for building and grounds, information technology.
- Requested deed restriction language from County Attorney for PARTF requirements

Athletics:

- Completed: Basketball Skills Challenge - six participants ages 11-15 years old.
- Completed: I-SS, 32-baseball field assessment. Significant maintenance work needed.
- Completed: Organization of Jennings Park maintenance shed.

Programming:

- Final session of the Iredell Kidz Camp & After School program finished December 22 at East Iredell Lions Club.



- Completed: Postcards from Santa program- 162 registered
- Completed: Holiday Craft Kits- 13 registered, pickups were prior to Christmas
- Completed: December Drive-In Movie: 12/18 played "The Polar Express". Event sold out: 54 spaces sold (added 6 spaces from waitlist)
- Completed: Rec Center storage area reorganized, finished 12/17
- The December 5 submission (second submission) of the Remote Learning Grant (CARES) reimbursement request was approved, and received to Finance on 12/28. Total reimbursement received to date is ~\$45,200. Third (3rd) reimbursement deadline was moved from January 5 to December 20 (submitted on 12/19). May have an additional opportunity in January for final reimbursement expenses.

Recreation Center:

- Blood Drive on December 17.
 - 21 units of blood collected.
- PA system installed.
- Collaborative Angel Tree with Salvation Army.

	December	Total to Date
Membership Category:		
Regular Member		287
County Employees		16
Corporate		7
Insurance		131

Partnered Membership		75
Current Membership accounts		516
Total individuals in all Memberships categories (includes children under the age of 14)		889
Pool Drop Ins (Including groups)	Closed	1863
\$5 Drop In Participants	14	600
Group Exercise Attendance	422	4,125
11/24/2020 through 12/28/2020		
Total Check Ins	1,850	19,406
11/24/2020 through 12/28/2020		
Child Watch	Covid-19	38
<i>Report Run on 12/29/2020</i>		

Park Properties:

- Leaf removal complete
- Annual pruning of landscape beds at Recreation Center is complete
- Spectrum installation complete at East Iredell Lions Club for public Wi-Fi
- Cradle Point Hot spot installed at Scotts Rosenwald for Wi-Fi
- Iredell County Project Manager is engaged with firm on Wastewater Engineering for Jennings Park
- Stumpy Creek Park – parking lot paving is complete.

UPCOMING DELIVERABLES

Admin:

- Working to integrate feedback from Fairview – second round of comments on use agreement
- PARTF reimbursement process; Budget Amendment from Finance in January
- Drafting Advertising policies for new digital and print publications; presenting for approval in January

- 90% complete with annual job description review for HR
- Compiling data and information request to West and Project Manager for Jennings Park septic system application
- Working to develop Scenario of Use for septic application to state
- Parking stops should be installed at Stumpy Creek to finalize project
- Presenting Strategic Goals to Health and Well Being Task Force

Athletics:

- Start of maintenance of 32 I-SS Baseball Fields. Spraying of infields, grass removal, tilling, dragging, and base setting.
- ***Babe Ruth of Iredell County (BRIC) – Partnered Group***
 - 2021 Spring Baseball Registration: Open until March 15, 2021
 - 2021 Spring Baseball Coaches Meetings at Jennings Park at 6 PM
 - 3/15/21: 5/6's T-Ball
 - 3/16/21: 7/8's Coaches Pitch
 - 3/17/21: 9/10's
 - 3/18/21: 11/12's
 - 3/22/21 – BRIC Spring Baseball Opening Day
- **Soccer**
 - 1/10/20: 2021 ICRD Spring Recreation Soccer Coordinators Meeting – Location TBD
- **Field Reservations:**
 - **Stumpy Creek Park**
 - **Whole Park**
 - *SISA (Recreation Soccer): Mondays-Sundays February 15 – May 22, 2021 (Except Wednesdays on Lowes Field)*
 - **Lowes Field**
 - *FC Atletico (Travel Soccer): Wednesdays January 13 – June 9, 2021*
 - If interested in booking an athletic field reservations for CDC and NCDHSS approved sports, please contact Daniel Taylor at daniel.taylor@co.iredell.nc.us or (704) 881-4036.
 - **Athletic Fields Maintenance:** January – February 2021: Daniel, Marty & Park Grounds will be working on the 30 baseball fields at I-SS elementary schools that need attention. The fields are in rough shape after little to no play during 2020 due to COVID.

Programming:

- Staff changes effective as of 12/28, through March: Kim to HR (4 days/wk), Haley and Katie to Rec Center
- Potential CARES grant reimbursement in January (for final December expenses)
- Website revisions per marketing audit (waiting on report)
- Cost recovery analysis (January)
- Staff are in the planning stages for Spring programs & events

Recreation Center:

- January membership promotion including marketing strategy scheduled for January 1 – 31.
- Food collection partnership with Iredell Christian Missions.

Park Properties:

- Trail clean up at East Iredell Lions Club Park
- Parking stops and line painting at Stumpy Creek should be completed by January 8th
- Meeting with Huntersville Parks and Recreation staff to help develop improvement plan for Stumpy Creek Disc Golf course
- “Next Tee” marker installation at Disc Golf course
- Need to develop signage for trails at Bigleaf Slopes to identify when trails are too wet to use
- Administration Office will undergo repair construction of damaged wall (due to structural decay in the attic causing wall to crack)
- Re-design of ADA parking at Jennings Park, field 4 and Rotary Picnic Shelter (by March)

PAST DELIVERABLES

Administration:

- Two annual evaluations due January 1 will be late to HR due to out of office schedules and COVID impacts.
- Rocket and Drone policy draft for approval
- Staff Manual revisions (80% completed)
- Program guide / digital newsletter design

Athletics:

- Shared drive files cleanup
- MOA with SVL Recreation and Parks – Cochrane Street soccer field / goals
- Disc Golf Score Cards and Course Map for Kiosk

Programming:

- Guidelines for Parks and Rec shared drive (file naming, saving methods, structure)
- Shared drive file cleanup

Recreation Center:

- Pool resurfacing bid process – complete and awaiting project start and timeline.

Park Properties:

CALENDAR: EVENTS & PROGRAMS

Athletics:

- 1/10/21: 2021 Spring Soccer Coordinators Meeting

Barb, Deb and Ronda all commented they like the new format for Staff Reports.

Additional information on Staff Reports:

- Parks Grounds Manager has been requested for 3 years in a row. We will not know if the position is approved for little bit. This position would manage the four Parks Grounds employees.
- New paving is complete at Stumpy Creek. Deb said parking lot at Stumpy looks good.
- Nothing has happened with old ropes course property. Sale listed online but not bids were made.
- Have made changes to staff. All part time staff at the Rec Center have been furloughed. Full time employees Katie and Haley have been reassigned to work in Rec Center. Kim is working in HR four days a week. Daniel will work in the office 2 days and in the field 3 days a week.

Old Business

Catalytic converters were stolen from Parks and Rec vehicles in 2020. We were notified by the Sheriff's office that there has been an increase in catalytic converters recently. We moved and rearranged our vehicles in the Rec Center parking lot so they show up on camera better.

New Business

ELECTION OF OFFICERS:

Barb Thorson and Ronda Hoke were on the nominating committee.

Stacy McGlamery, Secretary (as staff member)

Wesley Davidson, Chairman

Chris Campbell, Vice-Chair

Barb Thorson made a motion to adopt this slate of officers for 2021. Ronda Hoke seconded the motion. There was no discussion requested. Motion passes unanimously

(Vote via Web ex chat: Deb, Seth, Scott, Bobby, Barb, Ronda, Chris affirmed.)

SOCCER REPRESENTATIVE:

Chris has been the soccer representative on the ICRD/Impact board. Due to schedules and workloads, he is stepping down. We need another representative on that board. As prescribed in the bylaws for our NCYSA charter, the ICRD/Impact board has a direct liaison from this board

to that board. They meet quarterly. The position needs to be filled before their next meeting on February 8, 2021.

2021 MEETING DATES:

After some discussion, we will continue to meet first Thursday of the month at 7pm. In February, we hope to meet in person in February at Scotts, otherwise virtually, if restrictions are still in place.

OTHER ITEMS:

By next Recreation Advisory meeting, we will have started budget planning for next year.

Parks and Recreation department fact sheet has been updated; thanks to Jen.

COVID shots at Stumpy Creek. Parks and Rec gave permission to use the park for vaccinations. The event was managed by the Health Department. We were not part of the planning process.

We will send a clean copy of the updated bylaws to each member with next month's reports. We will also make sure they are uploaded to web site.

Next meeting February 4 at 7pm.

Decision will be made by the Friday before, if we will be meeting via Webex or in person.

Seth Hathcock made a motion to dismiss, seconded by Ronda Hoke. Meeting adjourned at 7:50.

The next Recreation Advisory meeting will be on Thursday, February 4, 2021 at 7:00 PM. Location TBD depending on COVID guidelines at the time of the meeting.

Respectfully Submitted,

Stacy McGlamery

Recreation Advisory Board Secretary